



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
BOARD OF COMMISSIONERS

THURSDAY, DECEMBER 14, 2006  
7:30 PM

ROOM 330  
MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE  
THE CITY OF SAN RAFAEL, CALIFORNIA

**MEETING MINUTES  
TAM Board Meeting  
December 14<sup>th</sup>, 2006**

Commissioners Present: Steve Kinsey, Chair, Marin County Board of Supervisors  
Al Boro, Vice Chair, City of San Rafael  
Cynthia Murray, Marin County Board of Supervisors  
Hal Brown, Marin County Board of Supervisors  
Amy Belser, Sausalito City Council  
Alice Fredericks, Tiburon Town Council  
Joan Lundstrom, Larkspur City Council  
Peter Breen, San Anselmo City Council  
Lew Tremaine, Fairfax Town Council  
Dick Swanson, Mill Valley City Council  
Melissa Gill, Corte Madera City Council  
Carole Dillon-Knutson, Novato City Council  
Susan Adams, Marin County Board of Supervisors

Commissioners Absent: Charles McGlashan, Marin County Board of Supervisors  
Michael Skall, Ross Town Council  
Thomas Cromwell, Belvedere City Council

Staff Present: Dianne Steinhauser, Executive Director  
David Chan, Programming Manager  
Eric Schatmeier, Planning Manager  
Denise Merleno, Recording Secretary

*Chair Kinsey called the Transportation Authority of Marin meeting to order at 7:45 PM*

**1. Chair's Report (Discussion)**

Chair Kinsey reported that item 13 will be moved up in the agenda and placed before Item 10. He also reported that there has been a lot of work done as a result of the passage of Proposition 1B in the six weeks since the election. He thanked ED Steinhauser for her leadership in creating a unified position between TAM and the CMAs in this region.

He also recognized Wendy Kallins, Program Director for the Safe Routes to School (SR2S) Program, for her efforts that have contributed to the program's success and noted that the Robert Wood Foundation awarded Wendy with the Active Living by Design Award.

The Chair concluded his report by stating that he and Vice-Chair Boro were looking forward to meeting with Commissioner Alvarado, the newest member of the California Transportation Commission (CTC). He thanked San Rafael Councilmember Paul Cohen for helping to facilitate this meeting.

## **2. Commissioner's Matters not on the Agenda (Discussion)**

Commissioner Lew Tremaine announced that he is stepping down as the Commissioner representing the Town of Fairfax after this meeting and that Maryann Maggiore will be his replacement. Chair Kinsey expressed his appreciation for Commissioner Tremaine's contribution and service to TAM's board.

It was recognized that Commissioner Murray would be leaving her position on the Tam Board effective January 2007. Commissioner Susan Adams acknowledged Commissioner Cynthia Murray for her participation and contributions to TAM's board. Vice-Chair Boro added his thanks to Commissioner Murray for her service and leadership role in ensuring the passage of Measure A.

## **3. Executive Director's Report (Discussion)**

ED Dianne Steinhauser reported on the activity that has taken place as a result of the passage of the infrastructure bond. She reported on two programs:

1) State/Local Partnership Program: The CTC released a draft of the State/Local Partnership Program guidelines which enables TAM to bring forth its sales tax investments and seek matching funds. Reconstruction of roadway projects to extend the useful life of the roadway by 30 years (20 years is the standard among other fund sources) will prove to be a challenging aspect of this program. There are a number of screening and performance factors that don't pertain to rehab projects. While some of TAM's programs won't be eligible under this program, it is likely that major and local road rehab will be and this is where staff will concentrate their energy. There are limits to the amount of funding agencies can apply for. A draft guideline was established that toll funds are not eligible for matching. MTC is working through the Legislature to ensure regional toll funds are eligible for matching funds.

2) I-Bond: Since the passage of the bond on November 7, staff has been busy trying to meet the deadlines imposed by MTC and Caltrans. Ms. Steinhauser reported that when she attended the "Focus on the Future" conference in San Diego in early December, it proved to be a good venue for all who attended to meet with Caltrans and the CTC to negotiate for money from the I-Bond. TAM staff did just that and as a result, TAM successfully placed itself in a good position to be eligible to receive money from the Corridor Mobility Improvement Account for the I-580/Hwy 101 connector and Segment B of the Marin/Sonoma Narrows projects. In addition, MTC has recently expressed interest in working with TAM on a feasibility study to converting a mixed-flow lane to an HOV lane in Segment A.

In response from a request from Chair Kinsey to explain how the Narrows are broken down in to various segments, ED Steinhauser stated that Segment A is the 4.5 miles between Highway 37 and Atherton Avenue (wholly in Marin County). Segment B is the 8 mile stretch of expressway between Atherton Avenue and Highway 116 in Petaluma. Segment C is a 4.5 mile part of U.S. 101 that lies in Sonoma County, from Highway 116 to Old Redwood Highway at the Cotati Grade. These three segments total approximately 17 miles with Segment B the most expensive segment. The Segment B portion of the project would be fully funded through both the MTC and Caltrans processes since this project appears on both lists. Caltrans list regionally totals about \$1.25 billion, and MTC's list

regionally totals about \$1.9 billion. As long as a project is on one or the other list, it can be considered by the CTC for adoption in the final program. Note, however, that the total amount of funding available for northern California is \$1.8 billion so there will be a shorter list of projects that actually get funding than what MTC is proposing. The Caltrans list has \$6 billion worth of projects on its recommended list with only \$4.5 billion in available funding. Caltrans will have CTC select the projects on this list at their February 28 meeting. ED Steinhauser believes that the CTC will adopt a \$4.5 billion program and then ask the Governor and Legislature to consider allocating additional monies for the other projects.

TAM has one project that is not on the Caltrans list, but is on the MTC list and that is the \$20 million I-580/Hwy. 101 connector in San Rafael which will widen the connector from one lane to two. It is on MTC's list but there was no room on the Caltrans list. Caltrans chose to put the M/S Narrows on their list. Staff will work closely with the CTC and TAM's legislative representatives to ensure that the \$20 million I-580/Hwy. 101 project is on the CTC list on February 28.

The cost of the Marin/Sonoma Narrows Segment B project, the 8-mile segment, is \$365 million. TAM has \$78-80 million identified. Sonoma County and TAM agreed to put forth money from their STIP share and Caltrans agreed to put forth money from the ITIP. Staff spoke, also, with Congresswoman Woolsey's office who felt confident that staff could rely on an earmark, when the transportation bill is reauthorized, in an amount similar to what TAM received under SAFETEA-LU. Finally, staff was able to negotiate for the remainder of necessary funding to come from the bond.

ED Steinhauser thanked Chair Kinsey for being a "good sounding board" as staff worked through the process of ensuring TAM's projects were selected for one or both of the above lists.

Chair Kinsey asked ED Steinhauser to talk about the bicycle facilities in conjunction with the I-580/101 project. She explained that in the outreach and stakeholder interviews conducted on the I-580/Greenbrae Corridor improvement, TAM received input from various groups that bike/ped access needed to be improved around the I-580/Bellam Blvd. ramps. Staff included these improvements in the scope and although it is early in the development stage, she is hopeful that these improvements will be realized.

She added that, recently, a request was made to make improvements to the bike/ped paths along East Francisco Blvd., which is something that staff would like to consider once they get into the detailed development stage of this project. However, she believes that to add it now would put the entire project at risk since the competition is so fierce for this limited funding.

Commissioner Dillon-Knutson requested clarification about the M/S Narrows projects by asking if an HOV lane would be a new lane or if an existing lane would be converted to an HOV lane. ED Steinhauser responded that the Segment B project would add an HOV lane. However, in doing so, there continues to be a non-continuous HOV lane which is what MTC is highly recommending. As a result, they want to conduct a study to consider converting a current lane into an HOV lane through Novato. ED Steinhauser is concerned that there may be increased congestion for both regional and local traffic. However, she is open to working with MTC to determine if this idea is feasible.

#### **4. Commissioner Reports**

##### **a) Executive Committee**

Chair Kinsey noted that TAM's Executive Committee met in a closed session for the annual performance review of TAM's Executive Director and information from this closed session will be reported during Item 12.

Chair Kinsey reported that with the departure of Supervisor Murray and Commissioner Tremaine, two openings exist on the Executive committee. He encouraged TAM commissioners to consider serving on this committee.

##### **b) Marin-Sonoma Narrows Policy Advisory Group**

Commissioner Murray said that the group did not meet in December but that the next meeting will take place on January 17 at San Rafael City Hall.

##### **c) SMART**

Commissioner Boro said that SMART is meeting on December 20 at the Sonoma County Board of Supervisors Chambers.

#### **5. CONSENT CALENDAR (Action)**

##### **a) Approval of TAM Minutes of October 26 and November 16, 2006**

Commissioner Murray motioned for approval and Commissioner Adams seconded.

Commissioner Boro asked for a change on the minutes of TAM's November 16 meeting. Section 4c on page 3 should read, "Commissioner McGlashan discussed next steps..." In that same section, the third line should read, "...and Commissioner Boro and Commissioner McGlashan from Marin County will serve on the subcommittee."

Deb Hubsmith, Marin County Bicycle Coalition asked for an amendment of Item 10 on the minutes for November 16. She stated that the motion for funding for Segment 4 was ambiguous. She wanted to make sure that ED Steinhauser's revised recommendation and support by the commission was clearly worded. Chair Kinsey asked ED Steinhauser if the minutes clearly reflect the board's actions and she responded affirmatively. She added that the board accepted, first, reimbursing the City of San Rafael and then, as a second effort, returning any found savings to the interest account with the Board having the policy option on how to spend these interest funds. Ms. Hubsmith requested that the motion be clarified to state that the intention is to, first, repay the City of San Rafael and, second, to repay the Measure A interest money.

##### **b) Appoint Craig Tackabery to the TAC as an Alternate**

##### **c) Authorize Executive Director to seek additional federal and state funds for Highway 101**

Commissioner Murray motioned to amend and Commissioner Adams seconded. A vote was taken and the Minutes and Consent Calendar were approved as amended.

**6. Caltrans Report (Discussion) – Doanh Nguyen, Caltrans**

Due to the absence of Mr. Nguyen, no report was given.

**7. Revision to the TAM Administrative Code to Comply with AB 1234 and to Define a Budget Amendment Policy by Including a Budget Amendment Section (Action)**

By a staff letter dated December 14, 2006 ED Steinhauser submitted her request and recommendations regarding the above-captioned matter. This was discussed at the October 2006 TAM Board meeting and following a 30-day comment period, whereupon no comments were received, is presented for approval.

**A motion was put forward to adopt the amendment to TAM's Administrative Plan and seconded. Chair Kinsey called for a vote and the motion passed unanimously by TAM.**

**8. Proposed Legislative Program for the 2007 State and Federal Legislative Session (Discussion) – Joshua Shaw**

Chair Kinsey welcomed Mssrs. Joshua Shaw and Gus Khouri from Shaw/Yoder Inc. Mr. Shaw reported that the memo they presented is a proposed draft reflecting the board's priorities as expressed to Shaw/Yoder staff over the past few months. He said that it explains what is "hot" in Sacramento as well as what their experience has been in meeting with TAM's colleague transportation agencies in the North Bay Area. The program does a couple of things: it allows Shaw/Yoder staff to be proactive in pursuing TAM's priorities without having to wait for a board meeting to get the board's approval; it also lets Mr. Shaw and his staff react to legislative/policy proposals that arise by others.

His goal for this presentation was to present the draft proposal, receive feedback from the Board, consult with ED Steinhauser to incorporate that feedback, and finally return to the Board in January 2007 with a final document seeking the board's approval. The program is based on 5 different categories: infrastructure bond implementation, transportation funding, project delivery, air quality, and alternative modes (bicycle/transit).

He suggested that there are up to two dozen principals he'd like this board to adopt but highlighted the most important. In order to obtain the bond money that he feels TAM deserves, he'd like the Board to authorize Shaw/Yoder to pursue timely and equitable funding from the legislature and CTC for the different modes contained in Proposition 1B. Shaw/Yoder has already begun meeting with various CTC commissioners to learn what their expectations are regarding the CMIA and STIP Augmentation Fund. Also, they have spoken with staff from TAM's neighboring North Bay Transportation Agencies to get an idea of their plans of action. A meeting with Marin county's legislative delegation, including Assemblyman Jared Huffman, is upcoming. He emphasized that the legislature will be the body that appropriates the money after the CTC selects its projects to fund. As a result, meeting with the legislature prior to the budget being published in January is extremely important so we can remind them of our priorities.

He finalized his presentation by stating that the CTC isn't going down the same path as TAM" with regard to the State/Local Partnership Program. Mr. Shaw believes that there will be a role for his firm to play in representing TAM

He introduced Mr. Gus Khouri of Shaw/Yoder, Inc. who explained that there is approximately \$20 billion available through the passage of Proposition 1B but that amount represents only 10% of the total identified need statewide. Consequently, his firm is interesting in locating alternative revenue streams which could benefit TAM.

He added that Shaw/Yoder is proposing to support legislation that would authorize local entities to levy additional fees on vehicle registration in order to generate funds for congestion management, air pollution and maintenance of local streets and roads. He stated that his firm is looking for legislation that would bring additional appropriations for high priority projects such as the Hwy. 101 Gap Closure, Marin/Sonoma Narrows, etc.

Mr. Shaw moved on to the "Project Delivery" category and said that he believes the State could grant organizations such as TAM additional tools in order to deliver projects under time and budget.

In the area of public/private and public/public partnerships, he stated that the State could provide additional flexibility to allow TAM to work with other entities in order to bring projects to fruition.

Mr. Khouri combined the last two categories, air quality and alternative modes. He stated that the EIR process can be lengthy which add to the cost of a project. TAM should consider supporting policies that improve the EIR process. Regarding alternative modes of transportation, a piece of legislation has been introduced which will ensure the continuation of SR2S. Transit-Oriented Development workshops will begin in the spring of 2007 as a result of the passage of Proposition 1C and staff from Shaw/Yoder will actively participate in the discussions at these workshops to ensure that funds are distributed in a timely fashion.

Mr. Shaw finalized the presentation by asking the board for feedback on their proposal with the intention of bringing back a final proposal for this board to adopt in January 2007.

Chair Kinsey opened a discussion on this item.

Commissioner Murray thanked the Shaw/Yoder staff for their presentation and suggested that Marinites have a concern about single-occupied hybrid vehicles clogging the HOV lanes and asked if this type of usage is being tracked. Mr. Shaw said that other RTPAs have policies opposing new efforts to add non-high occupancy vehicles to the HOV lanes for that very reason. She also asked if there was anything that could be done at the state level, such as tax credits, that would encourage the use of public transit. He responded that there is a policy included in this proposal that has a federal pre-tax benefit and he would be happy to discuss ways to "beef it up" at the state level as well.

Commissioner Adams stated that while it is most beneficial to have an adopted legislative plan, she emphasized that frequent communication with TAM's Executive Director is crucial. Mr. Shaw agreed with this. Commissioner Adams asked for additional callouts on the bike/pedestrian infrastructure citing that it is more than just the SR2S program. She emphasized that the infrastructure for bike/pedestrian access is very important.

Commissioner Swanson stressed that vehicle registration fees are an important source of revenue for CMAs and asked Mr. Shaw to reiterate what MTC's intentions were in this regard. Mr. Shaw said that there are two mechanisms that this board is being asked to consider in the legislative program. One is a vehicle registration fee framework that would allow the county to bring a fee before voters. There is an MTC proposal that would ask the voters to approve a 10-cent gas tax increase which would have different restrictions placed on it, namely, funds for the road rehab shortfall.

Chair Kinsey opened the discussion to the public.

David Schonbrunn (Transdef) said that the Shaw/Yoder draft platform "calls for preserving the status quo for the world of transportation." He stated that global warming is becoming a reality and that 50% of the greenhouse gasses in the Bay Area come from the transport sector. He added that this commission is "ground zero" in the fight against global warming and offered up his organization to assist in redrafting the platform.

Karen Nygren suggested that the part of the proposal to support policies to improve the EIR process was unclear. She acknowledged that the environmental review process can be lengthy, but was concerned about what is meant by "improve the process". She does not support policy that could create greenhouse gasses.

Don Wilhelm said that he was pleased to see issues related to air quality in this program, but asked the commission to consider adding issues to the plan related to energy efficiency including subsidies for high efficiency autos.

Rocky Birdsey (Marin Center for Independent Living) thanked Mr. Shaw for the report and asked the commission to consider adding language stressing the need for funding for connectivity. He also suggested that raising the gas tax would help solve many transportation funding issues.

Deb Hubsmith (Marin County Bicycle Coalition) thanked Commissioner Adams for her earlier comments in support of bike/pedestrian programs. She stated that the State of California has only \$5 million/year in the Bicycle Transportation Account and said it is important to find ways to increase that amount. She requested that the bike/ped component be included in the quest for federal and state funding for major highway projects. Finally, she believes that there may be interest, at the state level, of creating a non-motorized transportation pilot similar to the program that the federal government has instituted.

A resident of Mill Valley who is a former member of the Parks & Open Space's bikeways committee complimented Mssrs. Shaw & Khouri for their presentation. He referred to the Draft 2007 Legislative Platform section and noticed no reference to bikes and requested that this mode of transportation be added in as a preferred non-polluting transportation mode.

Chair Kinsey asked ED Steinhauser to work with Shaw/Yoder to consider the suggestions that were heard and then to return to this board in January 2007 a finalized proposal for adoption. He added that many of the comments that were heard reinforce values that have already been expressed in TAM's Expenditure and Vision plans.

## **9. I-580 Corridor/Richmond-San Rafael Bridge Bicycle and Pedestrian Access Study (Action)**

Chair Kinsey introduced Doug Johnson from the Metropolitan Transportation Commission (MTC) who provided an update this study. Since MTC last reported to TAM, an Access Study Technical Advisory Committee met four times in 2006 with more meetings expected in 2007. Additional alternatives were added to the study as a result of a meeting that took place with MTC and the San Francisco Bay Conservation and Development Commission (BCDC) commissioners.

He reviewed the various alternatives:

Moveable Barrier 1a – Would build two barriers - one for the upper and one for the lower decks which would be moved at different times of the day to create a bike/ped path behind the barrier. This alternative would allow the continuity of maintaining two 12' vehicle lanes; a width preferred by Caltrans but would eliminate the shoulder. Three lanes would be available during the peak period for vehicular usage.

Moveable Barrier 1b – A bi-directional path on the upper deck with a moveable barrier that would allow for a bike/ped path at any time when the third vehicle lane is not needed. The current perception is that there would be no access during the three-hour morning commute. This alternative would allow for a 12-foot vehicle lane but would eliminate the shoulder.

Alternative 2a – A pair of 5-foot paths, one each on the upper and lower decks which would allow for one-way travel on each deck. The challenge is that the deck will not be widened, so the vehicle lanes will be narrowed to 10'7". This alternative will cost less money but would result in substandard lanes.

Alternative 2b – Similar to Alternative 2A with a pair of 5-foot paths but it may be possible to add an additional foot to the deck by narrowing the utility tray on the edge of the bridge deck. This results in an increase in the width of the vehicle lanes to almost 11'.

Alternative 2c – Creates one 6' wide two-way bike/ped path on the upper deck. This alternative would require two design exceptions: narrow vehicle lanes and a 6' wide two-way path (two-way paths are normally 8').

Off-deck path – 5: Creates one 12' ft off-deck bike/ped path. No design exceptions would be made and vehicle lane widths would remain at 12' but this alternative costs \$400 million.

He presented the draft capital costs but emphasized that costs could change in the future. Alternative 1B would cost approximately \$35 million, Alternative 2C approximately \$50 million, while the other alternatives would cost increasingly more. He added that the moveable options include 25-year capitalized operating costs; these costs were included because the alternatives would not be viable if funds for operating costs aren't available.

He finalized his presentation by outlining the next steps in this process which would be to hold additional meetings of the project's TAC to work through the design exceptions on the various alternatives and present the findings which should result in a draft project initiation document by the end of February for review.

Chair Kinsey opened the item to questions and comments from the Board.

ED Steinhauser emphasized that all these alternatives under current consideration assume that there will be three lanes on the RSR bridge during the peak period. Caltrans is drafting a project initiation document that will show how they will implement these three lanes in each direction. TAM will be reviewing that document to assure impacts in marin County are addressed.

In response to a question from Commissioner Boro asking for clarification on the removable barrier and variable lane width design, Mr. Johnson explained that a 6' path would still allow for two 12' vehicle lanes and an 8' shoulder, but some way to move the striping to create three lanes in the peak period



needs to be determined. He is currently investigating what technology is available to accomplish this need.

Commissioner Dillon-Knutson asked if lane width affects speeding and how speed limits fit in. Mr. Johnson replied that, while he is not a traffic operations engineer, he believes a correlation could be drawn between safe speed limits and lane widths. She followed up with a question as to what the barrier height would be for each of the scenarios. Mr. Johnson said that the Caltrans standard height for this type of barrier is 54".

Commissioner Tremaine commented that precluding the use of a bike/ped path during the commute hours should be considered unacceptable since the idea is to try to get people out of their cars and onto their bikes.

Commissioner Breen raised the issue of strong winds that blow through that area being a consideration for bicyclists and pedestrians. He also expressed concern over the low railing height (approximately 48") and potential need for construction of a suicide barrier which would impact the cost of this project. Mr. Johnson replied that raising the height of the railing to 54" has been built into the project budget as has the installation of cameras.

Commissioner Adams supported the idea of not having moveable barriers with ongoing operational costs. She believes that narrower lanes would be acceptable but would like to consider one wider lane to accommodate truck traffic. She would prefer to see a fixed permanent path rather than one that is shut down during certain hours with the exception of periods of strong winds when it would be acceptable to close the path.

In response to a question from Commissioner Tremaine about the advantage of placing the path on the upper vs. the lower deck, Mr. Johnson responded that there is a perception that upper deck would be the more favorable during nice weather but that placing the path on the lower deck has not been ruled out.

Chair Kinsey opened the item to questions and comments from the public.

Various members of the public, who commute by bike to the East Bay from their Marin homes, voiced their support for a continuous route. One resident agreed with a commissioner comment that lower speeds should accompany narrowing of the lanes on the bridge.

Deb Hubsmith (MCBC) stated that she serves on the TAC for this project and that the results of the three-lane auto study will be a key factor in this project. She believes that bike projects don't get funded unless they're connected to a large highway project. She added that this path would be part of the Bay Trail and a permit from BCDC will be required if consideration is being given to change the bridge from two lanes to three lanes. She emphasized the need to complete this portion of the Bay Trail.

Chair Kinsey closed the item to questions and comments. He thanked Mr. Johnson for the presentation and he also thanked Commissioner McGlashan for his service as a BCDC commissioner.

(As stated at the beginning of the meeting, Chair Kinsey rearranged the agenda placing Agenda Item 13 after Item 9 and before Item 10.)

**13. Professional Services Agreement for On-Call Support for Construction management and Construction Management Oversight Services (Action)**

ED Steinhauser noted that Vali Cooper has been providing ongoing construction management oversight as a subcontractor to the current contract with Nolte Associates. Since the Nolte contract expires on December 31, 2006, an RFQ was issued to supply on-call support for construction management and oversight services. Three proposals were received and all three teams were interviewed. Staff is recommending that this Board authorize the Executive Director to enter into a contract directly with Vali Cooper to provide these services. She cited that funds have been identified and budgeted for this contract and that this recommendation has a value-added quality is since Vali Cooper is familiar with this project.

Connie Preston of Vali Cooper thanked ED Steinhauser for selecting Vali Cooper to continue in this capacity. She introduced John Collins, an employee of Vali who has been working on the Gap Closure project and will continue to supply quality oversight services to TAM..

**Commissioner Murray put forward a motion to authorize TAM's Executive Director to enter into a contract with Vali Cooper for construction management oversight services which was seconded by Commissioner Tremaine. Chair Kinsey called for a vote and the motion passed unanimously.**

**10. Professional Services Agreement for On-call Support for Program and Project Management and Oversight Services (Action)**

ED Steinhauser stated that TAM uses Nolte Associates for monitoring the major road projects, managing the crossing guard and safe pathways program, and provide support on the various fund sources that TAM manages. Since the Nolte Associates contract expires on December 31, 2006, TAM issued an RFQ for on-call support for program and project management and oversight services. Nolte did not submit a proposal, but TAM received three proposals and interviewed all three teams. PDM Group has been selected with Vali Cooper and CirclePoint joining this team as subcontractors. James O'Brien of Advance Project Delivery Inc. will also be part of this team and has experience managing both monitoring and controls on various projects with agencies throughout the Bay Area. She also cited other firms that will join PDM in this contract including Parisi & Associates, Gray Bowen & Co, Apex Strategies, Fehr & Peers and others.

ED Steinhauser introduced Dale Dennis of PDM who expressed his gratitude and enthusiasm at being selected to work with TAM to deliver its programs and projects.

Chair Kinsey opened this item to questions and comments from the Board.

Commissioner Swanson stated that he has worked with both Mr. Dennis and Mr. O'Brien and cited their professionalism and ability to go a great job for TAM.

**A motion was put forward by Commissioner Swanson to authorize TAM's Executive Director to enter into a contract with the PDM Group for on-call support for program and project management and oversight services which was seconded by Commissioner Murray. Chair Kinsey called for a vote and the motion passed unanimously.**

**11. Proposed Funding Agreement with the Metropolitan Transportation Commission (MTC) related to the preparation of a Community Based Transportation Plan in Marin City (Action)**

By a staff letter dated December 14, 2006 ED Steinhauser submitted her request and recommendations regarding the above-captioned matter.

**A motion was put forward by Commissioner Tremaine to authorize the Executive Director to execute the funding agreement with MTC which was seconded by Commissioner Gill.**

In response to a question from Commissioner Boro as to whose staff would do the work, ED Steinhauser responded that TAM staff will be managing the process with its consultant, Wilbur Smith. She added that, since the County of Marin cannot provide staffing for this project, TAM staff is working with staff from Commissioner McGlashan's office manage the process and to establish a stakeholder committee. Commissioner Boro believes that the county's community development department should be taking on this project rather than having TAM staff add this to their list of projects. He added that the funding should not come from TAM even if it does end up taking up this project.

**Chair Kinsey acknowledged Commissioner comments. He called for a vote and the motion passed unanimously.**

**12. Addendum to Agreement with Local Government Services (LGS), for extension of Executive Director's Contract and Incorporation of Salary/Benefit Changes (Action)**

Chair Kinsey reported that the Executive Committee met in closed session to review the performance of Ms. Steinhauser's first 500 days as the Executive Director. He noted the widespread appreciation for her accomplishments, experience and relationships as well as starting the agency. He acknowledged her transit expertise in keeping a watchful eye on the 55% investment in this area. He cited her efforts in reaching out to other transit agencies and CMAs which will have short- and long-term benefits including some significant financial successes in searching out as well as swapping funds. He concluded by stating that the Committee completed its review of ED Steinhauser and met, privately, to determine what action to take. Chair Kinsey asked Commissioner Boro to announce their unanimous recommendation for this Commission to consider in open session.

**Commissioner Boro offered a three-part motion:**

- 1. Extend ED Steinhauser's current contract through January 2007**
- 2. Grant ED Steinhauser a 5% increase, allowing the Chair and her to negotiate how to grant that 5% increase (as salary or benefit component). At TAM's January board meeting, the Chair will offer an amended contract to Ms. Steinhauser reflecting the 5% and how it will be spent.**
- 3. The Committee unanimously agreed to grant ED Steinhauser a one-time bonus of \$2,500 acknowledging her excellence of service in her first 500 days.**

**Commissioner Tremaine seconded. Chair Kinsey called for a vote and the motion passed unanimously.**

**14. Hwy 101 Update (Discussion)**

Chair Kinsey tabled this item until the January 2007 meeting.

**15. Open Time for Items Not on the Agenda**

Deb Hubsmith (MCBC) announced that John Anastasio has been hired to replace Eric Anderson as MCBC's Director of Planning. She thanked ED Steinhauser for her efforts and for incorporating the bike/ped facilities into the larger projects. She expressed appreciation for the comments made earlier regarding getting the East Francisco Blvd. project incorporated into the funding of the I-580/Hwy 101 merge as well hoping to work through the final details on the Gap Closure project.

*By Order of Chair Kinsey, the TAM meeting adjourned at 9:55 p.m.*